

2006

Rules for Boone County Farmer's Market

1. This Market is part of an Educational Program sponsored by the Boone County Extension Service. Market will open for the season in March- April and close in November- December as the season dictates.
2. The hours of operation will be:
 - Seven days per week -- 9:00 a.m. - 6:00 p.m.
 - Tuesday and Friday evenings the market will be open until 8:00 p.m.
3. Items sold will be limited to agricultural and horticultural products, such as ornamental or vegetable plants, fresh fruits and vegetables, honey and value added processed products. Also allowed are craft items produced by members that also sell products listed above.
 - All items sold at the Boone County Farmers Market must be grown or produced in Boone, Kenton, Campbell, Gallatin, Grant, Pendleton, Carroll or Owen Counties by market members.
 - The Boone County Farmers Market Association reserves the right to inspect or spot-check any farm records or growing sites as necessary to insure that items being sold are grown in the listed counties.
 - Due to food security reasons, edible items may not be left on the market grounds overnight.
 - Produce and plants offered for sale must be grown, harvested and cared for post-harvest to assure customers receive fresh, high-quality fruits and vegetables. Vendors may be asked to remove deteriorated produce or plants.



Disabilities accommodated with prior notification
Educational programs of the Kentucky Cooperative Extension Service serve all people regardless of race, color, age, sex, religion, disability, or national origin.

- Market members may purchase and resell produce from other market members. Market members may also sell produce for other market members.
 - Farmers are prohibited from purchasing produce from wholesalers for resale at the Boone County Farmers Market.
4. All vendors must be identified. A sign, identifying the name of the person growing items sold at the market, must be in an easily visible location on each space.
- Vendors participating in WIC or Farmers Market Seniors Programs must have signage in place and all produce must have price signs.
 - Vendors selling non-food items must charge sales tax unless they have signs stating "Sales Tax Included."
5. Space designation
- All vendors are required to setup in spaces designated by the Extension Service. Each vendor is required to keep their products within the boundary of their spaces. They may expand into adjoining vacant spaces, if available, upon approval of the Market Manager.
 - There are 2 types of spaces available. Reserved and Non-reserved. If a reserved space vendor uses the space less than 25 times during the season, they will not be allowed to reserve a space the following year.
 - Reserved spaces must be occupied by a vendor by 9:00 a.m. or that spot becomes available for non-reserved vendors to use.
 - Vendors unable to occupy their spaces by the above times may call the Market Manager, at (859)586-6101, the day prior to keep their space available until a later time in that day.
 - Overflow spaces will only be used when all other spaces are in use. These spaces will be designated by the Extension Service and will only be used with their approval.
 - Vendors will be limited to 2 reserved spaces per individual farm.
 - Families or businesses will be considered as one vendor unless they operate separate operations on separate locations with separate tax returns.
 - Vendors with reserved spaces last season will be allowed to reserve up to 2 of

those same spaces for this year. Vendors not participating in the Annual Meeting may still arrange for reserved spaces by contacting the Market Manager prior to the Annual Meeting.

- Other vendors wanting reserved spaces will contact the Market Manager, who will assist them in choosing from spaces available. Spaces will be assigned on a first come first served basis. Present vendors wishing to have new reserved space(s) will follow the same procedure.
- Spaces are not considered reserved until fees are paid.
- If the market fills to capacity, vendors with more than one space may be required to forfeit their second space. If this is done it will be at the discretion of the Market Manager and the Extension Service. The process will be that the vendors with the least seniority will forfeit their spaces first. If a space is forfeited under this provision, the fee for that space will be reimbursed to the vendor.
- Vendors with reserved spaces may negotiate trading spaces by contacting the Market Manager.

6. Structures

- Structures on the market (tents, canopies, etc.) must be removed at closing each day unless they are structures that were approved by the Extension Service.
- Plans for permanent structures must be approved by the Extension Service, each year, prior to being placed on the lot.
- All structures must be placed only on the reserved space(s) leased by the vendor, not in aisle ways, roadways or someone else's space.

7. Fee schedule

- Membership fee for the season is \$50.00, if paid by the annual meeting. The fee is \$100.00, if paid after the annual meeting date. Membership fee for new vendors will be \$50.00, regardless of when the new member joins the market association.
- The membership fee guarantees a vendor a space to sell from. The space may not be the same space each day. Spaces will be assigned by the Market Manager.
- Reserved spaces are \$100.00 for the first space and \$200.00 for the second space. This fee is in addition to the membership fee (only one membership fee is required per vendor).

- The Extension Service and Market Manager will have an expansion plan to accommodate every vendor wishing to sell at the market.
8. Both product liability and personal injury insurance will be required of all persons selling at the market. The limits will be set by the Extension Service.
 - Persons selling value-added (processed) food items are required to carry product liability insurance on these products. The same limits apply.
 9. Only persons with reserved spaces may leave tables, flowers, etc. in their spaces overnight. Vendors leaving items on the lot overnight must man the space the following day. Vendors leaving items unattended during market hours will be asked to remove them and their rights to leave product overnight will be lost for the season. All items must be removed from non-reserved spaces each night.
 10. Trailers and other vehicles may not be left on the parking lot overnight.
 11. Vendor vehicles may not be parked in customer parking spaces.
 12. Each seller will be responsible for cleaning their own area. Any and all complaints of a seller not cleaning his area shall be brought to the attention of the Market Manager for investigation. After three substantiated violations, a permit can be revoked and the person turned away from selling at this market.
 13. The Boone County Extension District Board reserves the right to close the farmers market if the area is not maintained.
 14. Any complaints should be in writing and presented to the Market Manager. The Board will review the complaint and take appropriate action.
 15. Any rules established to govern this market will be printed and distributed to all members.
 16. The use of scales is not required but, if they are used, they must be certified as accurate by the division of Weights and Measures of the Kentucky Department of Agriculture.
 17. Unsupervised children will not be allowed on the lot.
 18. The Extension Service, Market Manager and the Board of Directors of the Boone County Farmers Market Association will be in charge of enforcing all rules. If rules are not followed, a permit can be revoked and the person turned away from selling at this market.